

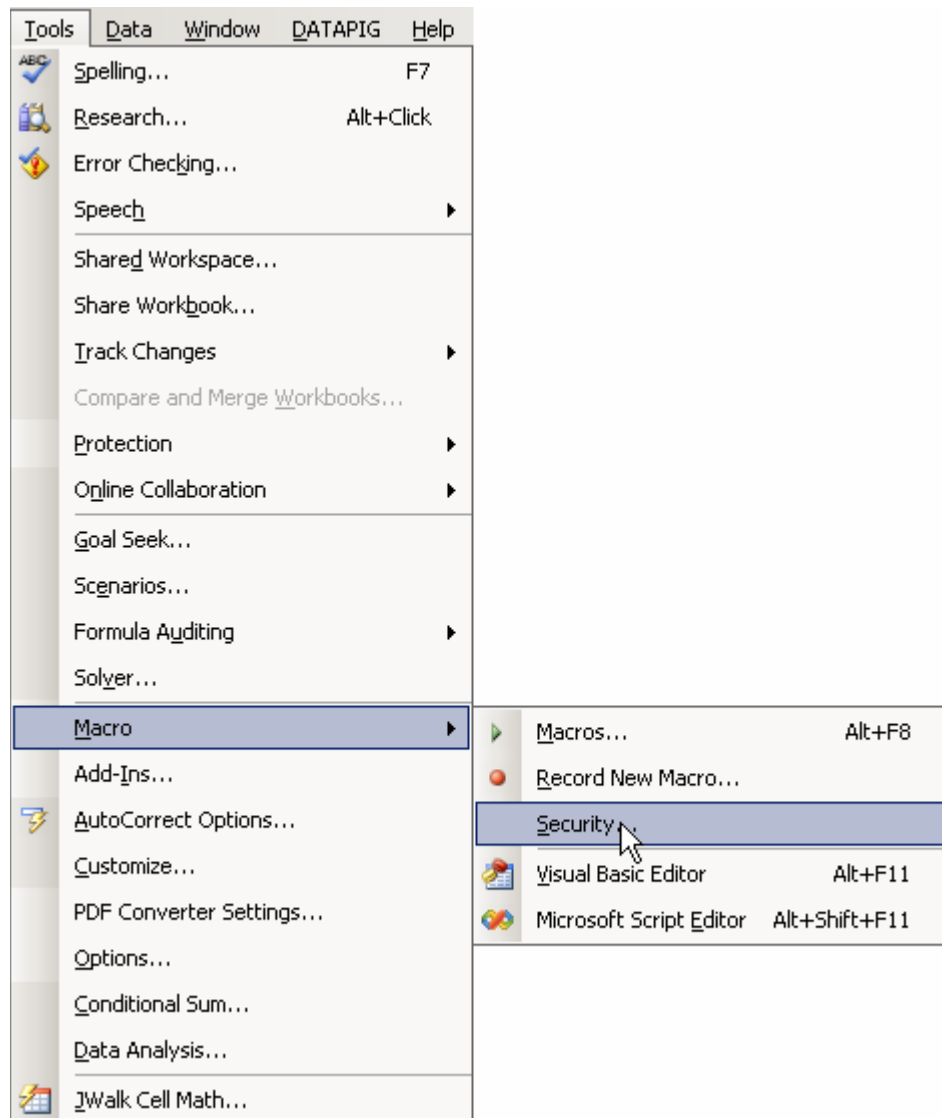
BRN Schools Survey Database

Operating Instructions

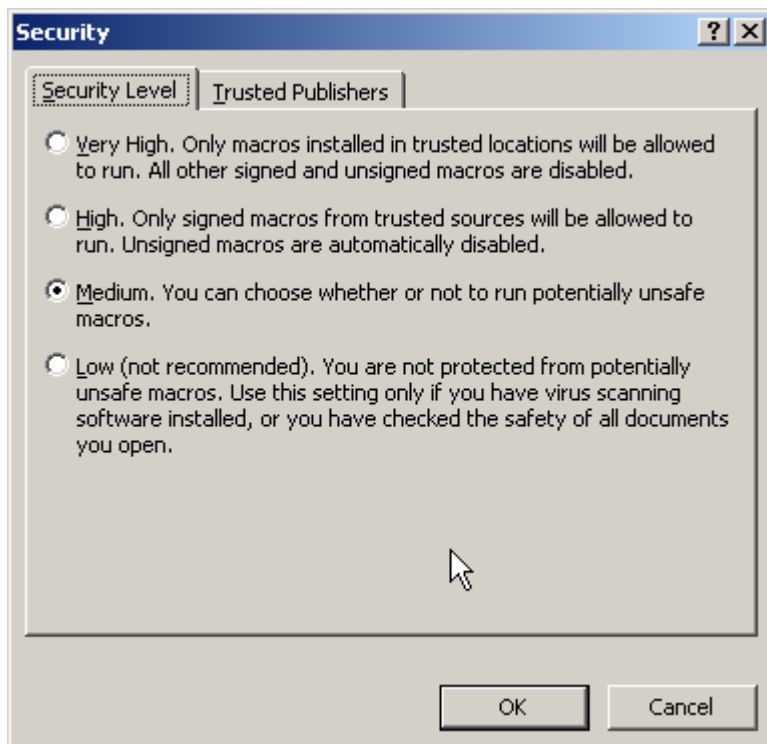
The *BRN Schools Survey Database* includes macros that automate behaviors and provide subsets of the data depending on your selections. To properly use the database, you must enable macros in Excel. The following steps show you how to enable macros so that the automated functions will operate properly.

(1) Open Excel.

(2) To enable Macros, go up to the application menu and select Tools, Macro, Security.



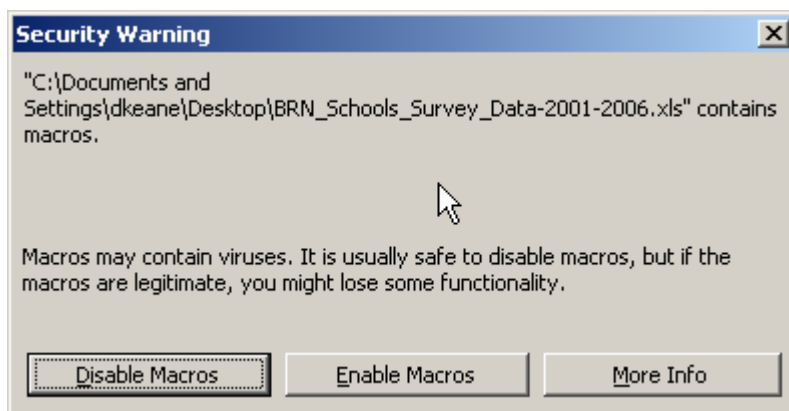
(3) Select Medium and click OK. (Note: If your security settings are set to high or very high, you may want to reset your settings once you have finished using this document.)



(4) Close Excel.

(5) Click on the *BRN Schools Survey Pre-Licensure Database* file. <<Insert URL here>>

(6) Select Enable Macros when prompted.



(7) If you want to reset your security settings to their previous state, follow the instructions and screen shots provided above to change your security settings to the desired level.

**** Please note that the data represented in the database are in aggregate form and describe overall trends in the areas and over the times specified and, therefore, may not be applicable to individual nursing education programs.**